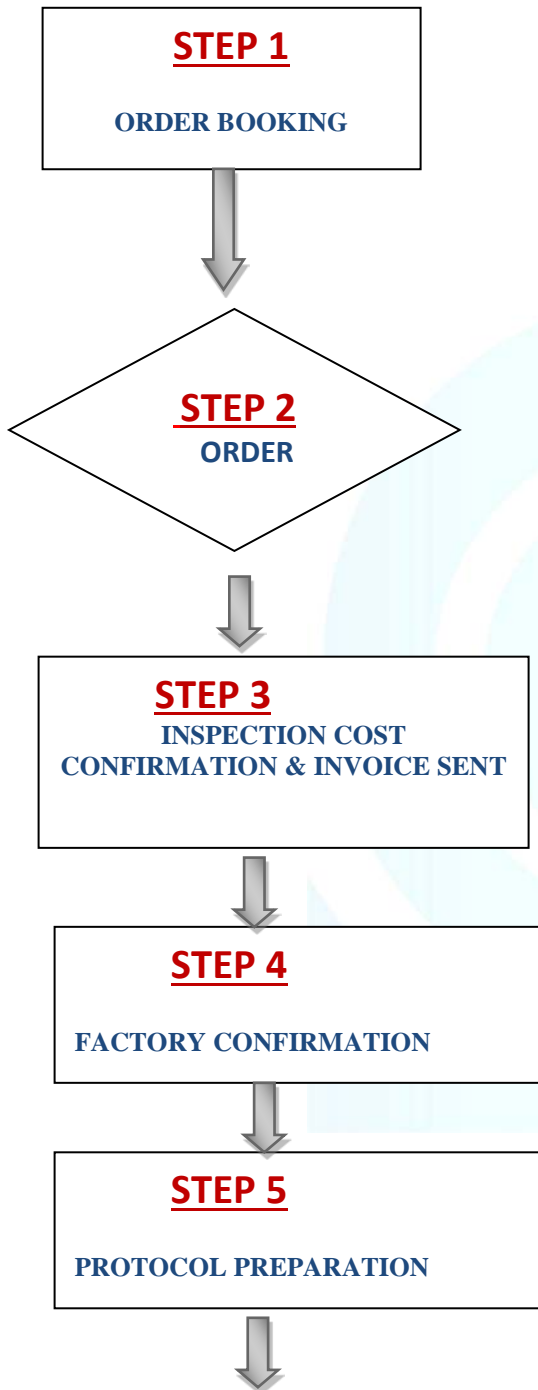




INSPECTION - PROCESS FLOW CHART

WORK FLOW



WORK INSTRUCTIONS

Client Needs to book order online in our Portal (WebQBMS) & upload all details online in **Minimum 5 Days** in Advance to RSJ

1. Factory Contact Details
2. Order Details - PO Copy, Contract Copy,
3. Speck Sheet, Technical sheet, Measurement sheet,
4. Labelling details & Packaging details
5. Carton marking detail
6. Quality Manual (If any)

Service Viability Check

All Order Details Provided by Client were Validated by RSJ Operation Team **Within 1 Working day** after Order Booking from Client for its Number of Man-days, Order detail Analysis, Inspection Costs & Inspection Location.

Client needs to Confirm the Cost of Inspection **Within 1 Working day** after the RSJ Team Email Receipt of Validation. After the Confirmation of Cost of Inspection from Client, RSJ Accounts Team will arrange to Send the Invoice.

RSJ Coordination Team will coordinate with the Factory for Confirmed Inspection Date. The Coordination activities with the Factory will take **1-3 Working days**, depends on Factory Promptness of Reply.

QC Plan

RSJ Technical Team Prepares the Protocol (Pre Filled Inspection Report) **2 Days Prior the Inspection date** with the all details & requirements Provided by Client for easy understanding to our QA.



WORK FLOW

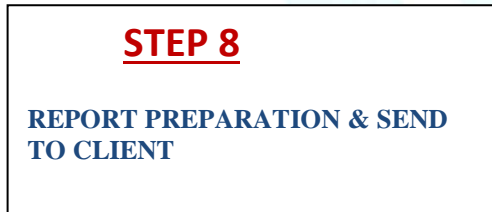
WORK INSTRUCTIONS



Payment Receipt Confirmation from Client for us to Conduct the Inspection **minimum 2 Days in Advance the Inspection date.**



RSJ Team Allocates the Specified QA – Experienced on the Client Particular Product **1 Day in advance** & Arrange for the All required Travel Planning's by booking Taxi, Bus, Train or Air Ticket as required - depends on Factory Location. RSJQA Reaches Factory & Conduct the Inspection by Following all Requirements & International Standards.



RSJ Report Team Prepares the Complete Typed Report with the All required Photos Insertion & Then Technical Team will Review finally to Send it to Client. The Final Reviewed detailed Report will be Sent to Client **within 24 Working Hours** of Completion of Inspection.

